

Pennsylvania School-Based ACCESS Program (SBAP) Direct Service

Sivic Solutions Group



What is Direct Service?



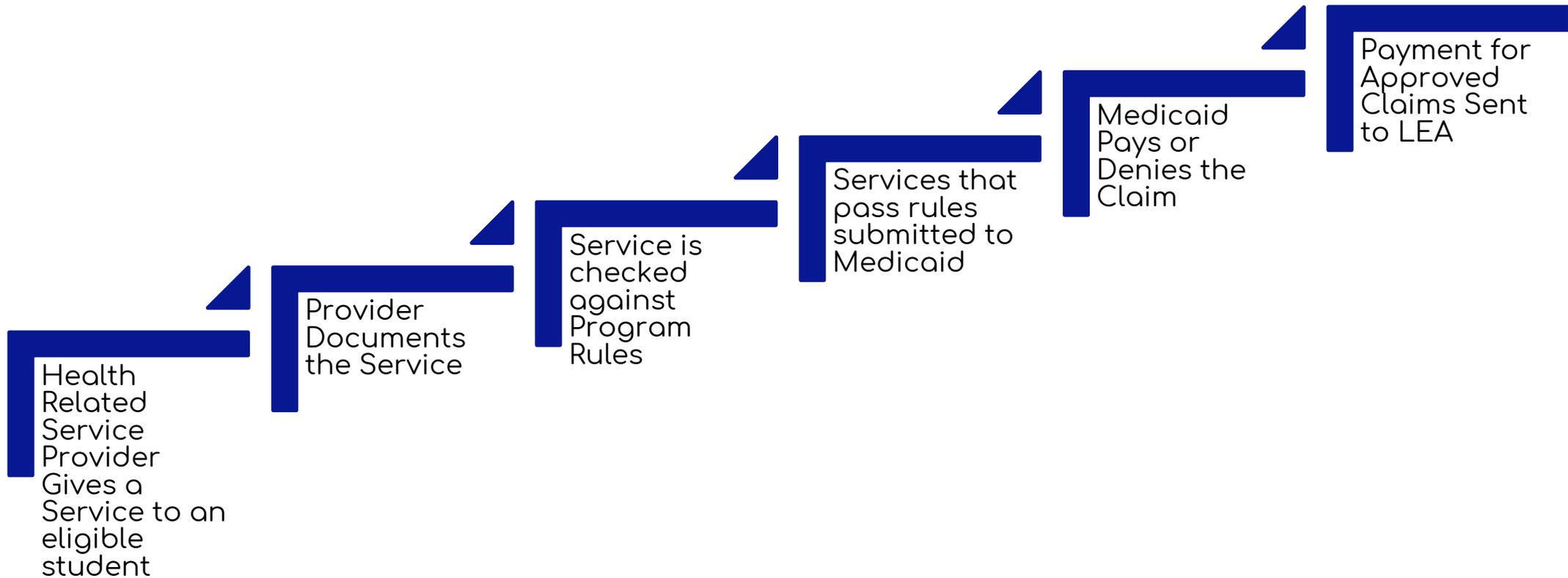
- ✓ **Maximizing Funding:** Direct service claiming allows schools to leverage Medicaid funds, which can significantly increase the resources available for essential student services and programs.
- ✓ **Supporting Student Health:** Through direct service claiming, schools can offer a wide range of healthcare services, from speech therapy to mental health counseling, ensuring students receive the necessary care to succeed academically and personally.
- ✓ **Enhancing Educational Equity:** By securing Medicaid reimbursement, schools can address disparities in access to healthcare services, promoting educational equity for all students, regardless of their socioeconomic status or medical needs.

Why it Matters?





Direct Service Claim Workflow



Keys to Remember When Claiming Direct Services



Service Must be Entered into MAXCapture to be claimed



Service(s) Must be Authorized



Providers must have valid license or credential to deliver service per SBAP handbook



If a service is not either documented within MAXCapture or loaded via service file upload via the service file upload then it will not be claimed



Authorizing Providers need to have an NPI and MA Number



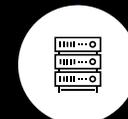
Service Must Be Entered within Timely Filing Window Which is 180 Days from the Date of Service



Service Must be on IEP and occur within IEP Start and End Dates



A valid parental consent is required to bill a service



Some services require approval. Approval must also occur within The 180 days from the date of service

MAXCapture System Phase 1

The following steps within Phase can be completed starting September 5, 2023

1

Upload/Update the students in MAXCapture

2

Upload/Update the providers in MAXCapture

This includes assigned provider ID and sending log-in information

Assign Provider Roster (optional)

3

Providers

Create Roster (optional)

Enter Services

4

Supervisors

Supervisors approve services





Monitor E-mails for release date of Phases 2 & 3

MAXCapture System Phases 2 and 3

5

Upload/Update Consent, IEP,
and Authorization
Information

6

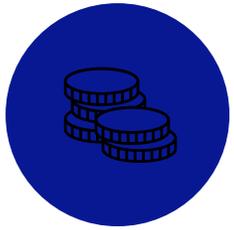
Upload any services not directly
entered in MAXCapture, such as
transportation or PCA

7

Update Medicaid Information
based on SSG Eligibility Check

8

Services are swept for claiming



MAXCapture System Phase 4

9

Claims are Submitted
to Medicaid by SSG

10

LEAs Review Claiming Reports



Failure Reports:
Claim was not
submitted
because it failed
system edit checks



Denied Reports:
Claim
was submitted
to Medicaid but the
claim was denied



Paid Remittance
Advice:
Information
on paid claims
amounts

Using Another System for Service Entry



Upload/Update Students



Upload/Update Providers



Upload/Update IEP, Consent, and Authorization Information



Upload Services Files



Update Medicaid eligibility information based on SSG eligibility check



Enter Health Services Directly in MAXCapture



Approve Services in MAXCapture



Maintain Provider Rosters in MAXCapture



Contact Information

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(Live support available M-F, 8:00 am – 5:00 pm)

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